

**MINUTES OF MEETING**  
**BOARD OF CERTIFICATION**  
**PERSONNEL IN WASTEWATER TREATMENT FACILITIES**

Date: March 31, 2006 Friday  
Place: Lihue Civic Center, Piikoi Conference Room A  
4444 Rice Street Lihue, Kauai  
Time: 8:55 a.m.

Attendance:	Eassie Miller, Chairperson	Ken Knapp
	Marshall Lum, Secretary	Myron Nomura
	Mansfield "Manny" Dacay	Victor Moreland
	Charles Dawrs	Wayne Salas

Absent: Lewis "Woody" Tindall

- I. CALL TO ORDER: Eassie called the meeting to order at 8:55 a.m.
- II. REVIEW AND APPROVE MINUTES: Board members approved the January 6, 2006 meeting minutes as written.
- III. OLD BUSINESS:
  - a. Wastewater Treatment Plant (WWTP) Classifications. The following plants were classified:  
  
Kulani Correctional Facility Wastewater Treatment - Class I (38 points);  
Makena Wastewater Treatment Plant - Class III (70 points); and  
Ohana Pili Kai - Class I (27 points).  
  
Haleakala Wastewater Treatment Plant rating was deferred to a later meeting.  
DOH feedback is needed on the disposal system, reuse, and plant design.  
  
Agreed that the chlorination rating in the classification criteria (HAR chapter 11-61, Table 1) needs to be revised if chlorine tablets are used instead of gaseous chlorine. One point could be given instead of five points. Additional concerns about Table 1 were noted that will be addressed in the revisions to HAR chapter 11-61.  
  
Agreed that by regulations, cavitette plants must be classified if they are considered as wastewater treatment works. Members felt that the issue of whether cavitettes need to be classified should be addressed by DOH. Cavitette owners should seek a variance from the testing requirements of HAR chapter 11-62 if testing is not done.

- b. CEU Plan online training course. Status Quo. Vic will contact ABC to determine if ABC reviews and approves online distance learning course applications from web-based companies. Members agreed that companies should be requested to fill out the ABC online distance learning forms for evaluation purposes.

Ken reviewed over 30 classes of a 360water.com online course and recommended the course be considered for CEU credits.

- c. Houston Industrial Training Institute Online Training Course. The company allowed members to access the Basic Wastewater Operations online course. Members selected a password for access to their web site.
- d. HWEA Conference and Operator Code of Ethics. Eassie felt that the Board's participation at the February 2006 conference was a good first step and that Board participation should be continued for future conferences. At these conferences, operators should be asked what improvements could be made for future Board presentations. Comments received at the conference included requests for copies of Board minutes, renewal notices, and revising the proposed CEU Allocation Table for Renewal. An operator felt that 0.5 CEUs should be allowed for management courses instead of 0.25 CEUs because Grade 4 operators tend to enroll in more management courses during the renewal cycle.

Discussed the need for a class on regulations (HAR chapter 11-61 and 11-62), Code of Ethics, what governs operator licenses, renewal, etc. Suggested operators be notified where to find the minutes and meeting agenda online and in the mail-outs of certificate renewal notices.

- e. CSUS Ken Kerri Courses. Wayne discussed his evaluation of the Manage for Success course and the Board approved 4.5 CEUs to be awarded to first time participants in the course. However, if an operator had previously passed the management course provided by the Statewide Operator Training Center, then no CEU credit would be given for the Ken Kerri course.
- f. Budget. Marshall distributed a copy of the current year's budget showing expenditures. The Board's expenditures are within budget.

#### IV. NEW BUSINESS:

- a. "Open Line" Hawaii's Office of Information Practices January - March 2006 newsletter (attached) was distributed and reviewed by members.
- b. "The Certifier" November / December 2005 ABC newsletter (attached) was distributed and reviewed by members.

- c. "The High Road" March 2006 newsletter from the Hawaii State Ethics Commission was not available for distribution at the time of the meeting.
- d. Senate has confirmed Myron Nomura's reappointment to the Board. Dana Riddle has been recommended by the County of Hawaii to fill the vacancy for the Hawaii representative on the Board.
- e. Board agreed to have the DOH Hearings Officer conduct the hearing for Michael Ratte.
- f. Reviewed and accepted letter designating Jim Camit as DRC of Schofield WWTP. During the meeting, Vic clarified with Wayne White of Aqua Engineers that the "temporary" DRC designation was not what they intended and agreed to delete the word "temporary" from their letter.
- g. Approved Temporary Grade 3 Certification application for David Fabella. Temporary Certification application for Colin Miyamoto was deemed incomplete.
- h. Denied applications from Kapalua Water and Wastewater Treatment Company for Grade 2 Temporary Certifications of its Kapalua Waste Treatment Company workers because the applicants do not have Grade 1 certifications, and copies of their high school diplomas were not submitted.
- i. Determined that additional information is needed to determine the allowable CEUs for the motor drive and programmable logic controller courses submitted by Wade Thode for review.
- j. Myron initiated revisions to the certification exam application form and received comments from Board members.
- k. Reviewed Joseph Jares submittal of his Operations Training /Activated Sludge Process Control course completion certificate awarding 1.5 CEUs. However, the Board agreed that no CEUs would be credited since he had previously completed the Statewide Operator Training Center's (SOTC's) Activated Sludge course (No. 201).
- l. Motions were made and approved to include the City and County of Honolulu's March 31, 2006 letter in the Board's meeting agenda. Board agreed to the City's request to award three (3) CEUs to participants of the City's Supervisory Training Program (ENV/WTG Supervisor 6-Month Training Program #3). However, if any participant had previously taken the California State University, Sacramento (Ken Kerri) management training course, then no CEU credits would be given for the City course.
- m. Confirmed decision that no CEU credits would be awarded to an instructor of a training class who had not taken the course before. Recommended drafting a

memo to Wade Thode concerning the reason for awarding 3 CEUs for a two-day management course provided by the SOTC.

- n. Reviewed February 2006 certification test passing rates:

<u>Exam</u>	<u>Number Passing</u>	<u>Passing Percentage</u>
Grade I	5 of 7	71 %
Grade II	6 of 7	86 %
Grade III	0 of 7	0 %
Grade IV	1 of 13	8 %

- o. Agreed to schedule a special meeting (April 17, 2006) to discuss proposed changes to HAR chapter 11-61 and to meet with the Deputy AG on the hearing process.

V. NEXT SCHEDULED MEETING:

Time: **April 17, 2006, Friday, 8:30 am.**

Site: **SOTC, Oahu**

VI. ADJOURNMENT: Meeting was adjourned at 2:30 pm.